

**IPRS Statewide Rollout  
Meeting Minutes  
November 1, 2002  
8:30 - 10:00am - Albemarle CR 1112**

**Meeting Representatives:**

Gary Imes	IT Section	Mark Robeson	Lee-Harnett	(absent)
Jean Revenew	IT Section	Art Eccleston	Director's Office	(absent)
Betty Cogswell	IT Section	Rick Debell	Budget Office	
Anita Curtis	IT Section	Jim Ryals	DIRM	
Deborah Merrill	IT Section	Shawn Holland	DIRM	
Hampton Carmine	IT Section	Rick Olson	DIRM	(absent)
Sharon Smith	Contract Adm.	Joyce Sims	EDS	(absent)
Mary Tripp	Program Acct.	Sharlene Bryant	EDS	(absent)
		Paul Carr	EDS	

**Visitors:** None scheduled

**Meeting Facilitator:** Gary Imes

**Meeting Format:** Open Discussion

**1) Review and Approve Minutes**

- a) October 18 minutes (draft version 3) approved for posting

**2) IPRS Implementation Status**

- a) **Phase I - Status**
  - i) Wayne has not submitted an 837. Paul will email Gary when Wayne does submit.
  - ii) Discussion of VGFW EFT Issue
- b) **Phase II - Status**
  - i) All have approved 834s for format except OPC. The 3 CSM AP's are using their 834's in production.
  - ii) Phase II Session 2 training will be held November 5-7, 2002.
- c) **Phase III - Status**
  - i) Security – Phase III should be going out today.
- d) **Phase IV - Status**
  - i) Security – Phase IV will go out on 12/1/02.
  - ii) Alamance-Caswell has been moved to Phase IV.

**3) IPRS Operations Support**

- a) **Rates Maintenance**
  - i) Most of Phase II rates have been loaded.
  - ii) Rate Request forms should be handled in 15 days.
- b) Southeastern Regional Area Program has requested help with cross-referencing.

**4) EDS Updates**

- a) Checkwrite Flow Chart distributed by EDS. Need to post to timeframes document.
- b) Discussion of Timely Filing (edit) Issue
- c) Area programs and vendors need to use the HIPAA Implementation Guides.

**5) "Local Client ID" Naming Convention**

- a) Mecklenburg recently contacted Jim Jarrard regarding their concern about changes they need to make to comply with the IPRS 6-digit Local Client ID requirement (11 digits total, the first five for the "Area Program's facility code"; the next six for a "Case number").

Mecklenburg has about 4000+ clients who have been assigned a 7-digit client id. Their IPRS Coordinator is aware of the problem and has agreed to assign those clients a 6-digit number and coordinate the new numbers in CDW with Deborah Merrill. Since all documents in a client's medical record must have the client number on it, the Medical Records Manager contacted Jim to see if there was any way the Division would reconsider requiring the 6-digit number knowing the

amount of time and effort that will be required to update all of the documents involved. Betty will contact Steve Boucher at Mecklenburg to discuss.

**Other Meetings -**

- Phase I & II (CMHC, U/C, CSM) November 04
- Division IPRS Workgroup November 05, 12, 19, 26
- Phase II (BCMS, WiID), Phase III November 11 Veterans Day (cancelled)
- IPRS Implementation Steering Committee November 20 In-person at NC Council

**Next Meeting**  
**November 15, 2002**  
**8:30am, Albemarle CR 1112**